

Air University Transcript Request Instructions

Please submit transcript request through the Air University Education Support Center following the instructions below.

We Recommend saving or printing these instructions

1. Your first step is to set up your Education Support account. Go to the Air University Education Support Center: www.aueducationsupport.com as displayed below.
2. Click on “Sign in” to enter the website

THE AIR UNIVERSITY

Home Online Support Request Support My Support AU Transcript Request Contact us Welcome Guest Sign in Exit

AU Education Support Center

Search

Advanced Search

Welcome to our Education Support Center. Many of your questions can be answered here via browse or search.

Most Popular Topics	Viewed
Contact Us	37033
How do I access my course on AU Online (ADLS derivative)?	22654
Enrollment question? Q: How do I enroll in Air University distance learning courses?	14739
My screen resolution is very small when opening up Course 14.	6584
How do I get my Course 15 course materials?	5293

Most Recent Topics	
How do I enroll in Course 14 v6?	10/22/2013
Where can I find NCO Academy course messages?	10/21/2013
Course 14 v6: Accessing Course Materials	10/16/2013
How do I get my Course 3 materials?	10/15/2013
How do I get my Course 15 course materials?	10/15/2013

Air University

- ACSC FAQs
- AU Registrar
- AWC (Officer PME Only) Blackboard FAQs
- Barnes Center for Enlisted Education
- Squadron Officer College (SOC)
- General FAQs

My Recent Topics

You do not currently have any "My Recent Topic" information. You will see your most recent viewed topics when you begin to browse the Knowledgebase

Sign-in Here

3. After you enter the website you will need to “Sign in” by either creating an account or if you have an account then enter your Email and password. Follow the screen instructions below

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My Support

Already have an account?

Email:

Password:

[Sign in](#)

[Forgot your password?](#)

New to the ?

If you are new to the support center and would like to access our support site, you can request a new account below.

[Create a New Account](#)

If you have an account then sign-in here

Or

Create an account here

- Before you go to the next step, you'll need to fill out, print, and sign (either digitally using your CAC or in writing). Click here to get the AU Transcript Request:
http://www.au.af.mil/au/cf/auregistrar/cfr/AU_TRANSCRIPT_REQUEST.pdf
- After you have completed and signed the transcript request, either save the file or scan and save it as a "pdf" or Word document. Requests MUST be "signed".
- Next click on; "Request Support", then click "Submit a Ticket"

The screenshot shows the top navigation bar of the AU Education Support Center. The 'Request Support' link is highlighted with a blue box, and an arrow points to the 'Submit a Ticket' button. Another blue box contains the text: "Request Support" Then "Submit a Ticket".

- Fill out the Ticket with appropriate information relevant to you. In the "Options" area attach the document (Word or PDF) you created in Step 5. After the file has uploaded, click "Finish"

The screenshot shows the 'Submit a Ticket' form. The 'Contact Info' section is highlighted with a blue box, and an arrow points to the form fields. The text in the blue box reads: "Contact info is automatically filled in once you have an account created".

Ticket Description

* Please provide a current email where you can be contacted now.:

* User Type:
-- Select One --

* Organization:
-- Select One --

* Problem Details(maximum 64,000 characters):

Select from the dropdowns the requested information as indicated to the left.

Options

Attachment

[Attach a file](#)

Email Notification:

Customer CC List:

Next, attach your transcript request form.

Lastly, click "Finish" and you have submitted your request.

* - required field(s)